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Board of Trustees Minutes and Retreat Agenda, January 7, 1994

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Note regarding CCU Board of Trustees' January meetings and Retreat:

The CCU Board of Trustees held a Retreat on Jan 7 – 8, 1994, which included a meeting of the Executive Committee and a meeting of the full Board. Here are the minutes of that Executive Meeting and the full Board Business meeting minutes plus agenda on Jan 7, 1994.

There were no minutes found for the retreat. In lieu of those minutes, that agenda for that retreat is provided here.

C Tomczyk 2/6/2019

MINUTES

COASTAL CAROLINA UNIVERSITY
BOARD OF TRUSTEES

EXECUTIVE COMMITTEE

January 7, 1994 - 8:00 a.m.
Wall Building, Room 310

Presiding:

Chairman James J. Johnson

Members in Attendance:

Mrs. Cathy B. Harvin
Mr. H. Franklin Burroughs
Dr. James F. Kane

Absent:

Mr. E. Craig Wall, Jr.

Others in Attendance: Dr. Ronald R. Ingle
 Mrs. June Brown
 Ms. Tina Davis

Chairman Jimmy Johnson called the meeting to order at 8:10 a.m., noting the intended purpose of the meeting was to receive the D & O insurance quotes and make a recommendation to the Board of Trustees. However, there were no responses to the RFPs. Mr. Johnson asked Dr. Ingle to review the RFP process to clarify why there were no responses.

Dr. Ingle explained that after contacting every school in the state we found two that did have the coverage. We talked to the agents involved and received unofficial estimates of approximately \$12,000. Dr. Ingle discussed this amount with Jimmy Johnson and Franklin Burroughs, who advised him to seek official bids. At that time we still had to go through USC purchasing for all contracts. We submitted a request to USC to obtain bids. Since they had no experience in this area, they referred us to the state purchasing office who in turn sent out the RFPs. We listed 5 agencies that were on our preferred list, including the two that had given us the unofficial quotes. When the state notified us that they had received no bids, Dr. Ingle asked Stella Cooper to follow up. One firm said they never received a packet, another was an inactive vendor, and we suspect the holiday period may have prevented the others from responding. As of January 4 we received official notification that we have been approved by the Budget Control Board to handle our own bids up to \$25,000, and we can now go directly to vendors of our choosing and seek bids, rather than use the state as our agents.

After some discussion it was decided that the insurance issue would be presented to the Board with the request that bids be obtained, and the Executive Committee be empowered to contract for the insurance if the premium is \$15,000 or less.

Chairman Johnson then discussed the proposed Bylaws as prepared by the Bylaws Committee. He said he felt the Board members may need additional time to review the Bylaws, ask questions, and clarify certain points to be sure all members feel comfortable with them. Mr. Burroughs said that the Committee had considered all comments and recommendations submitted by members and each item had been discussed in detail by the Committee. He added that deferring action would prevent the Board from taking advantage of some of the provisions contained in the new Bylaws, such as teleconference capabilities. It was decided that the Bylaws should be presented to the Board as set forth in the agenda.

Chairman Johnson said he had been approached by a firm about representing Coastal in the legislature and felt that in view of what is going on in higher education, we may want to consider it. Mr. Burroughs and Ms. Harvin agreed that it is critical that we have someone lobbying for us at this time; however, Ms. Harvin was concerned that it not be someone who represents a wide range of interests but instead someone who has some expertise in education. Another concern was that it be someone with enough influence to have a positive effect. Dr. Ingle noted that he has a responsibility to operate within a tight budget, and we are talking about the possibility of a lot of money, but also in view of the current issues regarding higher education, we are going to have to be represented, or we are going to get lost in the shuffle. With the restructuring as well as the bond issue, there is the potential that schools our size are going to be left outside without proper representation.

Mr. Johnson said we could hire an outside firm, or hire someone in house to represent us for the full year, as some schools do. He stressed we must look at the effectiveness of the individual. It was agreed that the potential gains obtained by a lobbyist will outweigh the cost.

It was agreed that the issue would be presented to the Board with a request that the Executive Committee be empowered to obtain a lobbyist since the legislature will be in session, and representation will be needed prior to the April meeting of the board.

The meeting was adjourned at 8:55 a.m.

Coastal Carolina University

Board of Trustees

9:00 A.M., Friday, January 7, 1994

Wall Building Board Room

Agenda

Call to Order

Welcome and Introductions

Order of Business

I. Approval of Minutes

Board of Trustees Meeting	October 1, 1993
Academic Affairs Committee	November 17, 1993
Bylaws Committee	November 17, 1993
Student Affairs Committee	November 19, 1993
Athletics Committee	November 30, 1993

II. Special Committee Reports

Bylaws Committee
Agency Head Performance Evaluation Committee

III. Standing Committee Reports

Executive Committee
Academic Affairs
Development and Alumni Affairs
Student Affairs
Planning and Fiscal Affairs

IV. President's Report

V. Chairman's Report

VI. Other Matters

VII. Executive Session

VIII. Return to Open Session

IX. Adjournment

AGENDA

BOARD OF TRUSTEES RETREAT

January 7-8, 1994

Ocean Creek Plantation Resort and Conference Center

Check in at Registration Center - Rooms are reserved in Lodge 2

Thursday, January 6, 1994

8:00 p.m.	Academic Affairs Committee Meeting - Creekside Building Library
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Friday, January 7, 1994

8:00 a.m.	Executive Committee Meeting - Coastal Carolina University - Wall 310
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9:00 a.m.	Business Meeting	CCU Board Room
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Noon	Lunch (on your own)
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1:30 p.m.	Afternoon Workshop	Water Oaks II
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6:00 p.m.	Break
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6:30 p.m.	Social Hour	Water Oaks III
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7:30 p.m.	Dinner	Water Oaks III
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Saturday, January 8, 1994

8:30 a.m.	Continental Breakfast	Water Oaks Lobby
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9:00 a.m.	Workshop	Water Oaks II
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(Dress is Casual)

MINUTES OF
THE BOARD OF TRUSTEES
COASTAL CAROLINA UNIVERSITY
E. CRAIG WALL SR. SCHOOL OF BUSINESS ADMINISTRATION
BOARD ROOM

JANUARY 7, 1994

Presiding:

Mr. James J. Johnson, Chairman

Members of the Board in attendance:

Mr. Gene Anderson
Mr. P. Henderson Barnette, Jr.
Mr. Robert D. Brown
Mr. H. Franklin Burroughs
Mr. Fred F. DuBard, Jr.
Mrs. Cathy B. Harvin
Mr. Dean P. Hudson
Dr. James F. Kane
Mr. William L. Lyles, Jr.
Mrs. Elaine W. Marks
Mr. Clark B. Parker
Mrs. Juli S. Powers
Dr. R. Cathcart Smith
Mr. Keith S. Smith
Mr. Oran P. Smith

Others in attendance: Mr. Andrew Cauthen, Mr. Gregg Thompson

(In accordance with the requirements of the South Carolina Freedom of Information Act, the news media were notified of the time, location, and agenda for this meeting.)

Mr. Johnson called the meeting to order and welcomed everyone. He called on Mr. Clark Parker to give the invocation.

Mr. Johnson stated that the record should indicate that he had received a letter from Mr. Wall stating that he would be out of the country.

Members of the campus community were then asked to introduce themselves.

Mr. Burroughs moved to accept the minutes of the October 1, 1993, Board meeting. Mr. Parker seconded the motion, and the motion carried. Mrs. Marks made a motion to accept committee minutes which had been previously mailed. Mr. Burroughs seconded the motion, and the motion carried.

Ad Hoc Committee reports were then given:

BYLAWS COMMITTEE

Mr. Dean Hudson thanked committee members for their hard work and stated that the committee was charged with developing a permanent set of Bylaws. Comments and suggestions from Board members were received throughout the process. Copies of the proposed Bylaws were also sent to the Southern Association of Colleges and Schools and the Association of Governing Boards of Colleges and Universities. A letter from Tom Ingram of AGB was received. Most of his suggestions had been discussed at the committee meetings; some of the suggested changes cannot be made because of state statute.

The committee would like to make the following suggestions:

- a) A Trustees' manual or handbook should be developed;
- b) Board members should serve on more than one standing committee;
- c) The Committee does not have a recommendation on a Board of Visitors.

The committee feels that these Bylaws will give a firm set of guidelines to follow, as well as allowing the flexibility needed to carry out the responsibilities of the Board. Mr. Hudson, on the recommendation of the committee, made a motion to repeal the July 1 Bylaws and adopt the new proposed set of Bylaws. Mr. Burroughs seconded the motion.

Mr. Anderson commended the committee for their diligence and the hours involved in such a difficult task. Mr. Fred DuBard stated that he had several questions regarding the Bylaws and would like to review some of his concerns. Mr. Brown stated that he did not agree with some of Mr. DuBard's concerns. He did not feel the chairman of the Board had the authority to make decisions, and all decisions should be brought back for discussion and action by the full Board. He felt that all of the Board members were responsible for actions of the Board. He congratulated members of the Bylaws Committee and felt the Bylaws should stand as presented.

Mrs. Marks stated that as a member of the Committee that she felt they worked through the Bylaws very carefully; however, since the Board has not had the opportunity to discuss the document; and there are further questions, she feels that a document which the University will live by for years to come should not have to be debated at each Board meeting. Mrs. Marks then made a motion to postpone action on the document until the April 1, 1994, Board meeting. Dr. Kane also agreed that the document needed further review. Mr. Hudson commented on Mr. DuBard's comments and stated that if minutes of the Bylaws Committee were reviewed, one would find the majority of the concerns were discussed at the Committee meeting. Mr. DuBard stated that other Board members may have concerns also.

Mr. Burroughs stated that, for the record, the Bylaws Committee voted unanimously to adopt the document. Mrs. Harvin stated that she felt we were simply upgrading the temporary Bylaws, and this would be an on-going process to better serve the institution. She felt they should continue to be studied. Mr. Burroughs had concerns that they may be tabled at the next Board meeting. Mrs. Marks said that when the committee brought forth the document that it was, to the best of their knowledge, what they felt was acceptable, and postponing would just mean that the Board should study it.

Mrs. Powers questioned whether or not the Bylaws contain documentation regarding the dismissal of a Board member. Dr. Ingle stated that the only comment made by SACS in reference to the Governing Board was that the Bylaws should reflect a clear distinction in writing and in practice between the policy making role of the Board and the administrative role of University officials and that he was not sure if this had been covered in the updated version of the Bylaws or not. SACS did recommend that the permanent Bylaws include a procedure for the process of removal of a Board member.

Mr. Parker stated that he sent suggestions to the committee. He feels that the Board charged the committee to handle this assignment, and even though he has some concerns with it, he endorses the document. Mr. Brown stated that if it is established by the Board to postpone voting on the document, a time line should be determined. Mr. Oran Smith agreed with Mrs. Marks motion to postpone to a certain time, voting on the document. Mr. Johnson then reviewed several concerns he had regarding the Bylaws and stated that he would be in favor of taking a little more time to review them. Mr. Johnson noted that a letter received from Mr. Wall suggested a 30 day requirement to present amendments. Amendments would be presented at one meeting and voted on at the next meeting. Mr. Brown stated that he did not feel that questions and concerns by co-workers concerning the Bylaws should be ignored. They should be given time to review the document.

Mr. Gene Anderson asked for clarification on Mr. Eddie Dyer's role as legal counsel. Mr. Dyer stated that it is his understanding that he is to provide legal counsel to the administration of Coastal Carolina University on in-house matters. Any litigation involving Coastal is handled by the Attorney General's office, and a lawyer is appointed. He does not technically represent the Board of Trustees. Mr. Dyer was then asked for his opinion concerning Robert's Rules of Order in voting on the subsidiary motion by Mr. Oran Smith and Mrs. Marks. A subsidiary motion to the main motion such as theirs must be voted on prior to the main motion.

Mr. Hudson then stated that the Bylaws were a proposed draft and not that different from the temporary Bylaws. Every Board member has had an opportunity to review and suggest changes, and if the Board is going to revisit items which the committee has already reviewed, he doesn't know what good the committee has done in setting the Bylaws.

Mr. Burroughs said that every item had been reviewed, and the committee had unanimously approved the document. Mrs. Harvin said that if we could not charge a committee to do the task it was assigned to do, we would have a difficult time accomplishing the work. Mrs. Marks stated that any time a document of this magnitude, which will govern the actions of the Board, is brought forth, it should be brought for open discussion at one meeting and voted on at the next meeting. She did not feel that this action should be construed to reflect negatively upon the committee. She believes that everyone should feel comfortable with the document when it comes to a vote. She does not think that further review by the Board will hurt.

Mr. Johnson stated that he felt there had been adequate discussion, and the motion should be voted on. Mr. Oran Smith clarified that the motion is not to table, nor to refer back to the committee; it is a motion to postpone voting of the Bylaws until the April 1, 1994, Board meeting. It was further moved that the Chairman should call a special meeting, prior to the April 1 meeting, at which time the Board will review in complete detail the document. Ms. Powers seconded the motion, and the motion carried. Mr. Johnson asked*for a count on the motion by hand. There were twelve members for the motion, and four opposed. Mr. Dyer then stated that a vote on Mr. Hudson's motion would be postponed until April 1, 1994. Mr. Burroughs asked that the meeting not be held the week of January 24 as he has jury trial that week.

AGENCY HEAD PERFORMANCE EVALUATION COMMITTEE

Mrs. Harvin reported that she and Dr. Ingle worked together to formulate statements for the Agency Head Performance Evaluation which the Board will use as measurements to determine Dr. Ingle's progress. Mrs. Harvin moved that the Board accept the evaluation as submitted. Mr. Burroughs seconded the motion, and the motion carried.

Standing Committee Reports:

EXECUTIVE COMMITTEE

Mr. Johnson stated that the Executive Committee had hoped to have a recommendation on the D&O insurance but did not because proposals have not come forward. Dr. Ingle stated that as part of the USC System, USC handled all of our purchasing and requests for bids. We were not a separate state agency, and the University has continued to act as our purchasing agent during the transition period. When we put the package together seeking bids for D&O insurance and submitted the information to USC, they recommended that we go through state purchasing since they have had no experience purchasing D&O insurance. State purchasing put the proposals out in December, and no one submitted a bid.

As of January 4, however, we have received approval to handle our own purchasing up to \$25,000; therefore, we will be able to take over the process. Mr. Burroughs made a motion that the Board empower the Executive Committee to make a decision on D&O insurance for an amount of \$15,000 or less so that the Board will not be uncovered for any longer period of time. Mr. Burroughs stated that the Board has limited coverage at this time. Mrs. Powers seconded the motion, and it carried. Dr. Ingle stated that part of the package should state what the vendor is covering above and beyond state coverage.

Mr. Johnson also reported that the Executive Committee discussed the possibility of obtaining representation in Columbia to work on behalf of Coastal with members of the General Assembly. Mr. Burroughs made a motion that the Board empower the Executive Committee to obtain representation for legislative matters in the General Assembly. The motion was seconded by Mr. Parker and passed.

ACADEMIC AFFAIRS

Mrs. Marks recognized members of the Academic Affairs Committee and stated that they had met three times. She stated that Mr. Oran Smith has been working with Mrs. Pat Sizemore, of the Coastal administration, to develop a seal and asked Mr. Smith to report. Mr. Smith thanked Mrs. Sizemore for her help and stated that they had designated three versions to be used (one in black, one in bronze, one in colors to be determined later). The two-color version exhibited at the meeting was Coastal green and bronze. The appropriate use of each version will be determined by the administration. After samples were reviewed by the Board, Mr. Burroughs made a motion to accept the design of the seal as presented to the Board. Mrs. Harvin seconded the motion, and the motion carried. A copy of the design is attached as a part of these minutes. Dr. Ingle stated that Mrs. Sizemore had worked with groups of faculty during the process of developing the seal.

Mrs. Marks reviewed the recommendation of establishing a bachelor of science degree in Chemistry and a certificate program in Gerontology. Mrs. Marks asked Dr. Stanton to answer any questions regarding these programs. Dr. Stanton stated that the Chemistry program had been sent to the South Carolina Commission on Higher Education after approval by the USC Board of Trustees. Even though it is scheduled to be presented to the Commission in the spring, Dr. Stanton felt that it was important to have the Coastal Board endorse it before forwarding it to the Commission.

The Gerontology Certificate program, if approved by the Board, will then go to the Academic Advisory Committee of CHE, then to the Academic Affairs Committee of CHE and then to the full CHE. Mrs. Harvin made a motion that a letter be written by the Chairman of the Board endorsing the two programs. The motion was seconded by Mr. Anderson and carried. Commenting on a recent news article about graduation rates, Mrs. Marks indicated that she felt statistics could

be used in variety of ways to justify a given position.

DEVELOPMENT AND ALUMNI AFFAIRS

Mr. DuBard reported that the committee met on Thursday, January 6, 1994, and had a very good report from the Development Office. Mr. Locklair gave an update on the Educational Foundation Giving Report. Mrs. Dukes is developing an alumni list. For the first six months of the year, giving is up 7%. We are completing a \$5.1 million capital campaign for the Wall Building and a \$1.5 Campaign for Students is now in progress. The Alumni Office is in the process of finding lost alumni. He feels that Mr. Clardy and his staff are doing an excellent job. Mr. DuBard stated that they are considering establishing a coordinating committee to bring all fund-raising entities together.

STUDENT AFFAIRS

Ms. Powers stated that the committee had met for several orientation sessions with the student affairs group and student representatives and had been thoroughly informed as to what goes on with the students. She thanked Dr. Squatriglia and Dr. Stanton for their time and the information they presented.

PLANNING AND FISCAL AFFAIRS

Mr. Keith Smith stated that they had no report.

ATHLETICS COMMITTEE

Mr. Parker asked that members review the minutes of the November Athletics Committee meeting.

Mr. Johnson thanked Mr. DuBard for hosting an alumni reception in the new Florence Civic Center. A similar reception was held in Columbia.

PRESIDENT'S REPORT

Dr. Ingle reported that USC facilities' staff and the architects have been in dialogue regarding the acoustics in the dome of the Wall Building. This situation has to be corrected and may eventually be brought before the Board.

Dr. Ingle reported that the Provost search is well under way. Dr. Lynne Smith chairs that committee. At present, we have received 175 applications, and we have some outstanding candidates. Dr. Smith, chair of the Search Committee, stated that the committee will review the applications in January; will cut the applicants to approximately 20-30 individuals in February; and, will start the interview process in March. The successful candidate will be identified by July.

Dr. Smith stated that there are twelve people on the committee (two

from each of the academic schools; Dr. Smith, who represents the library; the director of financial aid; the director of counseling and student affairs; and Dr. Jill Sessoms, chair of the Faculty Senate).

Dr. Ingle stated that we have received a report from the Southern Association of Colleges and Schools regarding our substantive change visit. Their recommendations deal primarily with the library in that our collection needs to include more publications to support our graduate program.

Dr. Ingle reiterated Mr. Johnson's comments concerning the need for representation in the General Assembly where discussions pertaining to the restructuring of higher education are taking place. There are many models being proposed; consequently it is very important that when these discussions take place, Coastal is represented, and our interests are being considered.

In reference to the article on graduation rates, Dr. Ingle stated that Coastal serves a wide variety of students, and the days of a student completing a degree in four years are gone. Coastal serves not only traditional students but adults who return to school, part-time students and transfer students. The quality of education cannot be measured in terms of how compressed you can make it. The three four-year campuses of the University were established by the state as commuter institutions. Until the fall of 1988 this school was an open door institution. In the fall of 1988 the faculty of Coastal adopted increased admission standards. Our retention rate continues to improve since that time period. Dr. Stanton put together a task force to study retention two years ago, and we began implementing things to increase the retention of students. We do quite well among athletes, minority students and students with disabilities. Special programs have been set up to provide these students with extra support. The figures cited in The State article were provided by USC.

Dr. Ingle reviewed the visit by the NCAA. He distributed a sheet from the NCAA manual as to the process of a typical infractions case and explained where we are in the process. He stated that prior to the Christmas break, our faculty representative received a telephone call regarding questions raised about the athletic program. The NCAA sent two individuals to campus for approximately one week and interviewed employees and student athletes. We instructed all those interviewed to be helpful, honest, and to provide all information requested.

On January 6, 1994, Dr. Ingle received a preliminary report, which was the first official notice the institution has received advising that the NCAA is beginning a preliminary inquiry. NCAA staff will be back on campus in January, and at that time, an official, preliminary inquiry will be conducted. Dr. Ingle stated that names of students are protected; he emphasized, however, that the institution is fully cooperating. After the preliminary investigation is conducted, the case will be closed, or, if there is a violation, appropriate action

will be taken. The investigation should be completed in the spring or early summer.

Dr. Ingle confirmed that the allegations do involve the basketball program, and there has been an in-house investigation. The athletic director and faculty representative were at every interview the NCAA conducted. By virtue of the information provided in the interviews, our athletic director concluded that a student's eligibility may have been jeopardized, and he immediately declared the student ineligible for practice or participation. The same day we faxed a letter to the NCAA asking them to reinstate the student. We did that as a show of good faith and to protect the student. The NCAA agreed with our actions to reinstate and that happened within a week. Dr. Ingle stated, that to the best of his knowledge, this is the only time that Coastal has been investigated by the NCAA. We have discovered violations in the past and reported them to the NCAA. This time, however, we were unaware of the allegations.

CHAIRMAN'S REPORT

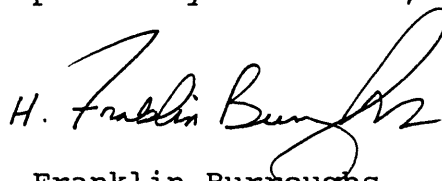
Mr. Johnson stated that all Board members should have received a packet from the Ethics Commission and encouraged them to complete and return the information as soon as possible. He stated that we have several buildings on campus nearing completion and asked that the Development and Alumni Affairs Committee assume the task of developing a policy relating to the naming of buildings. Dr. Ingle stated that several suggestions for names have come forward.

Mr. Burroughs then moved to go into executive session. Mrs. Powers seconded, and the motion carried.

No action or votes were taken in executive session.

Mrs. Marks moved to adjourn at 12:30 p.m. and Mr. Lyles seconded. The motion carried.

Respectfully submitted,

A handwritten signature in black ink, appearing to read "H. Franklin Burroughs", with a stylized flourish at the end.

H. Franklin Burroughs
Secretary